

BRENTWOOD BOARD OF SELECTMEN
MINUTES OF 12/8/09 MEETING

Convened: 6:30 p.m.
Present: Jeffrey Bryan
Andrew Artimovich
Jane Byrne

The Board met and reviewed payroll, accounts payable, and signed the register. The Board reviewed and signed the recreation manifest.

Jonathan Ellis was in to present the weekly Treasurer's report.

The Selectmen reviewed the minutes of the 12/01/09 meeting. Artimovich made a motion, seconded by Byrne, to approve the minutes as written. Byrne asked to discuss the meeting with Ms. Knutson. She recommended that the Board make an offer to Ms. Knutson of perhaps accepting an appraisal of \$369,900 and not close the door to negotiating. Bryan asked that they wait to receive Michaud's information before making an offer. All voted in favor of approving the minutes as written.

The Board reviewed the notes:

- The BCC has received their new chairs and will be sorting through the old ones to decide which ones to discard and which to keep. The plan is to keep about 50 of the old chairs and they are asking for permission to advertise the other 50 or so on Craig's List. Byrne mentioned that the chairs used to belong to the Fire Department. Stevens said that the Recreation Dept checked with them and they do not want the chairs. The Board ok'd advertising them on Craig's list with the money collected to go into the General Fund.
- The Board approved the LOSAP and stipend payments submitted by Fire Chief Lemoine.
- Hoyle, Tanner is asking if Brentwood will still plan on 2010 construction of the Crawley Falls Bridge since they are no longer using the ARRA funds. Hoyle, Tanner is offering to write the warrant article for us. At this point the Board does not want to include a warrant article for 2010 construction as they are concerned that the easement deeds will prevent this from happening in 2010 and they do not want to raise and appropriate the money and not have the project take place. They asked that Julie check with Nancy Mayville of the NH DOT to make sure the State Bridge Aid funds (80% payment by State, 20% by Town) will still be available if the project does not take place until 2011. In addition, they would like to know if Town Counsel has had an opportunity to review the easement deeds that were located that may involve areas relevant to this project.
- Julie has finished updating all the Police Special Detail information into BMSI and once all payments are received and general fund reimbursements are made for payroll and related costs there will be a balance of approximately \$17,000. Stevens confirmed with the Selectmen that there are no other expenses that should be getting reimbursed from the Special Detail revolving account. In addition, the Board confirmed that the money will accumulate in the account until it reaches the \$40,000 limit that was established.
- Rob Wofchuck would like the Town to join a new group that is forming called the Southeast Watershed Alliance that will focus on water quality in our area. Wofchuck is volunteering to be the representative. Byrne asked if there is any cost associated with joining. Stevens responded that the email Wofchuck sent did not indicate that there is any cost. Byrne asked what the outcome was at the hearing on wastewater management.

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John Kennedy, Planning Board member who was in attendance responded that it was approved to be included on the ballot. Bryan made a motion, seconded by Artimovich, to join the Southeast Watershed Alliance and appoint Wofchuck as our representative. Bryan and Artimovich voted in favor; Byrne again questioned the cost. Stevens said the first meeting will be held 12/14 and only those who are members will be able to participate. Wofchuck was hoping to participate in the meeting. Byrne voted in favor of the motion provided it doesn't cost the Town anything. Motion carried. Julie will confirm that there is no fee involved.

- A motion was made by Bryan and seconded by Byrne to pay for the check scanner, totaling approximately \$1,100, from the 2009 budget. All voted in favor.
- In order for the direct deposit concept to work, payroll must be submitted 2 days prior to pay day. This is possible with our current Wednesday pay day but payroll would **have** to be complete by Monday afternoon. Currently we sometimes get payroll late and it does not get complete until Tuesday. We can either enforce the payroll submission deadline or change the pay day. Artimovich recommended we send a letter to all department heads explaining that at the request of employees, we are going to begin the direct deposit option and in order for it to work that all payroll must be submitted by the deadline.
- The Board will wait until next week to vote on the Joint Loss Management budget as Byrne would recuse herself from voting as she is a member and this would only leave 2 members to vote.
- Stevens presented a possible Policy/Procedure for Handling Recreation Payments. This was developed as part of the class she participated in for Internal Controls and Fraud Prevention. The policy/procedure would result in the segregation of duties for receiving, posting and depositing money. The Board would like this run by the Recreation Commission prior to implementing and get their input.

Wayne Robinson, Police Chief, was in to speak with the Selectmen about the salaries line of the 2010 proposed budget. He said David Roy did get the COLA but did not get a step increase while most of the other officers got ½ step increases. Bryan said he'd prefer to have a full Board present but they can go ahead and discuss it. Robinson said he feels Roy deserves an increase and is not sure why it got voted down. Bryan said they were trying to neaten up the books to get rid of the ½ steps that were started a couple years ago. Robinson said he had originally recommended a full step for all police personnel but where most of the others got a ½ step he is now requesting a ½ step for Roy. Stevens reported that in 2008, the other officers received ½ steps while Roy received a full step. Roy, who joined Robinson, reported that he was told Wood also received a full step in 2008. Bryan confirmed that Wood received a ½ step. Roy explained that it is his understanding that increases are based on performance evaluations. Bryan said that is correct, but this year he was steadfast against any raises because of the economy. He continued that this is a very tough economy and they are trying to maintain a level budget. Bryan explained that the Police Dept budget is down because we lost a police officer and because we went to a revolving account for police details. Bryan explained that there are not enough members present to vote on any changes tonight but he would probably maintain the same position that he had the last time. Artimovich said that it only amounts to about \$800 and the chief thinks he can find it in his budget without increasing it. Roy explained that his view is that it is borderline discriminatory and that he's not sure why the Selectmen started with the ½ steps anyway; just to make sure everyone fits on a certain chart is not a reason to deny someone

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an increase that they've earned. Roy continued that if anything he would think the Board would say he's got a raise due, he's earned it according to the Chief, we want to keep him on the chart, so let's move him to the next step instead of not getting anything at all. Bryan responded that Roy receives a COLA every year. Roy agreed that everyone gets a COLA every year. Bryan said only in government applications and he works with 4 government employees who vote on these budgets and he has to help try to convince them that they need to maintain a level of integrity and consistency. Again, Roy said he feels it is unjust and discriminatory. Bryan told Roy he can understand his concerns and he's not sure why he was the only one left out. Byrne said that would leave Roy with a full step and leave everyone else at a ½ step. Stevens again pointed out that the same thing happened in 2008 where Roy got a full step and the others got ½ steps. She also mentioned that she's aware of a lot of glowing evaluations that have come through this year and not all of those employees got step increases this year. Stevens continued that she's not saying that Roy is not deserving of a raise, but that a lot of the employees had to deal with no step increases this year, herself included who took a ½ step backwards. The Board will discuss the police budget further with the other Board members present.

Robinson then discussed the highway department. He reported that the South Road Bridge is all done. They did some work shimming on Deer Hill Rd. They were going to do the Fremont side of North Rd but John Bell said he would give them a price on shimming the whole road from the town line out to Rte 125 and that would hold us for 2-4 years. That will be in the plan for next year.

At 7:10 p.m. Artimovich made a motion, seconded by Bryan, to adjourn. All voted in favor.

Respectfully submitted,

Julie Stevens

Following the meeting, Lynne Austin who was present in the audience, said she wanted to thank Jeff and those who have been so diligent about the COLAs and step increases; it's not that the employees are not doing a good job but there a lot of folks in town who are no longer employed or are not getting pay increases either. She continued that when you factor in the increase in the health care premiums that a lot of people are experiencing, many residents are actually losing money. As much as residents would like to be able to support COLAs and step increases for the town employees, they themselves are feeling the squeeze and she hopes this gets conveyed to all the employees in town who are working so hard.